



# VILLAGE OF KEY BISCAYNE

## Office of the Village Manager

### *Village Council*

Robert Oldakowski, *Mayor*  
Jorge E. Mendia, *Vice Mayor*  
Martha Fdez-León Broucek  
Carol Diaz-Castro  
Mortimer Fried  
James L. Peters  
Robert L. Vernon

### *Village Manager*

Jacqueline R. Menendez

**DT:** February 27, 2004

**TO:** Honorable Mayor and Members of the Village Council

**FR:**  Jacqueline R. Menendez, Village Manager

**RE:** Art in Public Places Board Quarterly Report

The Ordinance which created rules for committees requires that the Chair or a designated person of each Committee provide an oral quarterly progress report to the Village Council at the first meeting in March, June, and September. An annual written report is required in December. Staff is required to provide the Council with agendas, attendance records, and related backup materials for all of these meetings.

The attachments to this memorandum is submitted to meet the above requirement. The Chair or his designee will provide the Council with an oral report documenting the progress of the Art in Public Places Board during the past three (3) months.

## ART IN PUBLIC PLACES BOARD MEETING ATTENDANCE\*

[illegible]

The Board did not meet in December 03.



## **ART IN PUBLIC PLACES BOARD**

**TUESDAY, FEBRUARY 10 9:00 A.M**

**BUILDING, ZONING, AND PLANNING DEPARTMENT  
CONFERENCE ROOM, 2ND FLOOR ROOM 250**

1. Attendance
2. Approval of Minutes: January 22, 2004
3. Review of Budget for the Art in Public Places Program
  - a. Art Basil
  - b. Art Consultant (Cesar Trasobares)
  - c. Community Center Art
  - d. Village Hall and Fire Rescue Station
4. Election of Treasurer
5. Community Center Art in Public Places Program
  - a. Webpage Link - final approval
  - b. Newspaper advertisements
  - c. Mailing Lists
    1. Gallery Lists
    2. Special Invitation Lists
    3. County List
  - d. Review Schedule

<b>BOARD MEMBERS TO BRING E MAIL LISTS TO THE MEETING</b>
---

6. Review of Work Schedule
7. Public comment.
8. Next Meeting Date: Agenda Items Recommended by Committee
8. Adjournment



**Village of Key Biscayne  
Art in Public Places Board  
JANUARY 22, 2003  
9:00 A.M.**

**Members Present:** Marilyn Borroto, Veronica Scharf Garcia, Lourdes Joffre Collette, Conchita Sarnoff

**Staff Present:** Jud Kurlancheek and Maite Miyares

**Consultant:** Cesar Trasobares

**Public:** None

1. Approval of Minutes  
Minutes for the January 6, 2004 meeting were approved.
2. Call to Artists
  - Reviewed classified advertisements
  - Reviewed and approved new schedule
  - Set new deadline for artist's submission: May 21, 2004
  - Reviewed and Edited Artist Selection Criteria
3. Civic Center Art in Public Places Program
  - Staff directed to come back with budget for the Civic Center Project.
4. Community Center Art in Public Places Program
  - The call to artist flyer was reviewed, edited and approved by the Committee.
  - The committee delegated final approval of the flyer to Conchita Sarnoff.
  - Text was approved to be used on the Village website.
5. Next Meeting
  - Next meeting is scheduled for February 10 2004 at 9 a.m.
5. Adjournment 5:30 p.m.

## Introduction

The Village of Key Biscayne Art in Public Places Board is seeking artists to develop artwork for the Village Civic Center.

<http://www.keybiscayne.fl.gov>

## Artwork Opportunities

Two sites are being considered for artwork for the Village of Key Biscayne: the oval-shaped plaza at the entrance to the Civic Center campus and the circular plaza and transition space adjacent to the Village Green. Both sites anchor the new Community Center along the major circulation and pedestrian axis of the Civic Center grounds. Submissions may be prepared for one or both sites, depending upon the artist's preference.

The Civic Center includes the Village Hall/Police Station, Fire Rescue Station, Community Center, a park, and new roads and infrastructure. (See cover graphic)

Artists are being sought to develop these plazas as special places that integrate interesting surfaces, volumes and landscaping. Artists with experience in outdoor, urban site-specific projects are being sought by the Art in Public Places Board. Artists who work with functional sculptures in materials such as ceramic, wood, metal, water and others should apply. Artists should be sensitive to the history of the Village, its environment and to the expected uses and landscaping of the plazas.

Selected artists will be invited to develop detailed proposals. This is a fast-track project with a total budget of \$120,000.00 for the two sites.

## Artists - Submission Requirements

1. Eight 35 mm slides or hi-resolution jpgs on a disc illustrating executed work, all fully labeled and accompanied by a list of images with factual information about each image.
2. A one-page biography including: education, training, exhibition, project history and current status.
3. A catalog and up to three pages of photocopied material.
4. An optional one-page statement articulating the artist's vision for the site(s) including sketches, if appropriate. No developed proposals will be accepted.

**Incomplete submissions will not be reviewed.**

Artists must submit a self-addressed, stamped envelope if they would like to have their materials returned after review.

For an update on the selection process, applicants should visit <http://www.keybiscayne.fl.gov>. Results will not be given in person or over the telephone.

All artists are invited to submit regardless of race, place of residence or disability.

## Selection Panel

The Art in Public Places Board will review materials, rank applicants and make recommendations to the Village Council. The Board and/or the Village Council reserve the right to accept or reject any or all of the artists' proposals. The Council will make final determination on all art projects to be developed and built.

## Background

The members of the Art in Public Places Board are appointed to a two-year term to the Village Council. The Board is composed of Village residents with knowledge of art practices.

This project is directed by the Board with administrative support from Village staff.

The Village of Key Biscayne reserves the right to announce and publish the development of the project.

## Review Criteria

Please visit the Village website to review the artist selection criteria.

## Submission Deadline

Requested materials must be received in sealed envelope by 4:00 p.m., May 21, 2002 at the address below:

Village of Key Biscayne  
Art in Public Places Board  
Office of the Village Clerk  
88 West McIntyre Street  
Key Biscayne, FL 33149

For courier services reference **only**, use the following phone number: (305) 365-5506

## Additional Information

Additional information, including site images, Village community background material, and selection criteria, are available at the Village's website:

<http://keybiscayne.fl.gov>

Artists should only submit requested materials in the format specified. No original art should be submitted.

**Artists should not contact Board members or Village staff about this project. All official information is posted at the above site.**

### VILLAGE OF KEY BISCAIYNE

#### Mayor and Village Council

Bob Oldakowski, Mayor  
Jorge E. Mendia, Vice Mayor  
Carol Diaz Castro  
Martha Fdez-León Broucek  
Mortimer Fried  
James L. Peters  
Robert Vernon

#### Art in Public Places Board

Marilyn Borroto, Chair  
Veronica Scharf Garcia, Vice Chair  
Oscar de Armas  
Rosa de la Cruz  
Lourdes Jofre Collett  
Gloria Kahn  
Conchita Samoff

#### ADMINISTRATIVE OFFICIALS

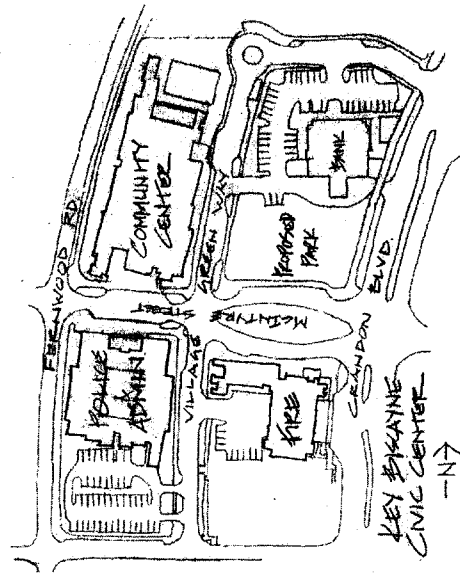
Jacqueline R. Menendez, Village Manager  
Conchita H. Alvarez, CMC, Village Clerk  
Weiss, Serota, Helfman, Pastoriza, & Guedes, P.A.,  
Village Attorney  
Jud Kurlancheek, AICP, Building, Zoning and  
Planning Director, Staff to Art Board  
Maite Miyares, Assistant to Village Manager,  
Staff to the ArtBoard  
William Fehr, AICP, Brochure Designer

Village of Key Biscayne  
Art in Public Places Board  
Office of the Village Clerk  
88 West McIntyre Street  
Key Biscayne, FL 33149



## CIVIC CENTER PUBLIC ART

## CALL FOR ARTISTS



[www.keybiscayne.fl.gov](http://www.keybiscayne.fl.gov)



# 2004 PUBLIC ART WORK PROGRAM AND IMPLEMENTATION SCHEDULE

Meeting Date and Task Dates	TASKS
Jan 14 Meeting	Review and finalize material Committee members give staff e mail lists, galleries, and artist lists Cesar obtains artists lists, County list, and gives to staff
Jan 22	Approval Artist Selection Criteria Reviews e mail lists and publications-VKB staff to place advertisements and blast e mail Cesar to get County list of artists and give to VKB staff who will mail out Call to Artists Approves the final Call to Artist Publication Reviews webpage (work in progress) Requests Art in Public Places Program Budget Spreadsheet
Jan 28	Cesar approves Website Links, submits e mail lists to staff Maite complete places advertisement in publications Jud completes e mail lists and read to blast County mailing list ready to be mailed
Feb 10 Meeting	Board authorizes the issuance of Call to Artists
Feb 18	Cesar submits outline for Master Plan for Committee review and approval Cesar submits Artwork Loan Program and Gift Procedures
Mar 2 Meeting	Review of draft outline for Master Plan
Mar 23	Board completes short list and requests models and detailed description of artwork
April 6 Meeting	Board approves final draft outline of Master Plan Board approves Artwork Loan Program and Gift Procedures
May 4 Meeting	

May 21	Deadline for artists submissions
May 24 Meeting	Board starts review of submissions and determines which ones do not meet minimum qualification
June 1 Meeting	Board completes task of identifying submissions which do not meet minimum qualifications Board completes tasks of identifying those submission which show -some interest-interest-most interest
June 8 Meeting	Board identifies top submissions for interviewing
	Board interviews short list and selects Artist and artwork for consideration by Council
June and July	Staff negotiate agreement with artist and submit for Council approval Meetings with architects/building contractors to adjust electrical/media/other technology
July 6	Board approves Art Master Plan Board approves Loan Program Guidelines and Solicitation Plan
July 27	Council approves Board selection and contract for Artist and artwork
Aug 31	Council approves Art Master Plan, Loan Program, and Gift Procedures
Aug-Dec 2004	Oversee fabrication and development of Artwork





**VILLAGE OF KEY BISCAYNE  
NOTICE OF PUBLIC MEETING REGARDING THE  
ART IN PUBLIC PLACES BOARD**

PUBLIC NOTICE IS HEREBY GIVEN THAT THE ART IN PUBLIC PLACES BOARD WILL HOLD A PUBLIC MEETING ON FEBRUARY 10, 2004, 9:00 A. M., IN THE BUILDING, ZONING, AND PLANNING DEPARTMENT CONFERENCE ROOM OF VILLAGE HALL (SECOND FLOOR), 88 W. MCINTYRE STREET KEY BISCAYNE, FL 33149. THE PURPOSE OF THE PUBLIC MEETING IS TO DISCUSS ART IN PUBLIC PLACES PROJECTS. INTERESTED PARTIES ARE INVITED TO APPEAR AND BE HEARD OR SUBMIT WRITTEN COMMENTS TO THE BUILDING, ZONING, AND PLANNING DIRECTOR TO THE BUILDING, ZONING, AND PLANNING DIRECTOR AT 88 W. MCINTYRE STREET, KEY BISCAYNE, FL 33149. IF YOU HAVE ANY QUESTIONS WITH RESPECT TO THIS MATTER PLEASE CALL 305 365 8908.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS WHO ARE DISABLED AND WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS PROCEEDING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE VILLAGE CLERK, 88 WEST MCINTYRE STREET, KEY BISCAYNE, FLORIDA 33149, TELEPHONE NUMBER (305) 365-5511, NOT LATER THAN TWO BUSINESS DAYS PRIOR TO SUCH PROCEEDINGS.

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT A MEETING OR HEARING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED (F.S.286.0105).

COMMENTS OF ANY INTERESTED PARTY RELATIVE TO THIS MATTER MAY BE SUBMITTED IN WRITING AND OR PRESENTED IN PERSON AT THE PUBLIC MEETING.

NOTICE IS HEREBY GIVEN THAT ONE OR MORE MEMBERS OF THE VILLAGE COUNCIL MAY BE ATTENDING THIS MEETING.

IF YOU HAVE ANY QUESTIONS WITH RESPECT TO THIS MATTER PLEASE CALL 305 365 8908.

*Posted in the Village Hall February 4, 2004*



## **ART IN PUBLIC PLACES BOARD**

**THURSDAY, JANUARY 15 9:00 A.M**

**BUILDING, ZONING, AND PLANNING DEPARTMENT  
CONFERENCE ROOM, 2ND FLOOR ROOM 250**

1. Attendance
2. Approval of Minutes: January 6, 2004
- 3.. Community Center Art in Public Places Program
  - a. Webpage Link
  - b. Newspaper advertisements
  - c. Mailing Lists
    1. Gallery Lists
    2. Special Invitation Lists
    3. County List
  - d. Review Schedule
6. Public comment.
7. Next Meeting Date: February 3, 2003 9:00 a.m.
  - a. Agenda Items Recommended by Committee
8. Adjournment



**Village of Key Biscayne  
Art in Public Places Board  
January 6, 2004  
9:00 A.M.**

**Members Present:** Marilyn Borroto, Veronica Scharf Garcia, Gloria Kahn, Rosa de la Cruz, Lourdes Jofre Collett, Oscar de Armas, Conchita Sarnoff

**Staff Present:** Jud Kurlancheek and Maite Miyares

**Consultant:** Cesar Trasobares

**Public:** Kelly Josephson Islander News and Ed Myer

1. Approval of Minutes  
Minutes for the December 17, 2003 meeting were approved.
2. Regular Meeting Dates
  - Regular meeting date scheduled for the first Tuesday of every month at 9 a.m.
3. Art Festival – Encore presentation of Village Lights
  - Committee decided not to do an encore presentation of Village Lights in the Key Biscayne Art Festival.
4. Community Center Art in Public Places Program
  - The call to artist flyer was reviewed, edited and approved by the Committee.
  - The committee delegated final approval of the flyer to Conchita Sarnoff.
  - Text was approved to be used on the Village website.
5. Next Meeting
  - Next meeting is scheduled for January 15<sup>th</sup> 2004 at 4 p.m.
  - Advertising budget will be presented at this scheduled meeting.
5. Adjournment 10:40 a.m.



**2004  
PUBLIC ART WORK PROGRAM  
AND  
IMPLEMENTATION SCHEDULE**

<b>Meeting Date and Task Dates</b>	<b>TASKS</b>
Jan 6, 2003 Meeting	Review and finalize Call to Artists
Jan 14 Meeting	Committee members provide: e mail lists, galleries, and artist lists Cesar obtains artists lists, County list
Jan 28	Cesar approves Website Links
Feb 2	Staff issues Call to Artists and blast e mails
Feb 3 Meeting	
Feb 18	Cesar submits outline for Master Plan for Committee review and approval
Mar 1	Deadline for artists submissions
Mar 2 Meeting	Board starts evaluating artists submissions Board reviews first draft of Master Plan
Mar 23	Board completes short list and requests models and detailed description of artwork
April 6 Meeting	
April 22	Artists submit models and description of artwork to Staff
April 29	Board interviews short list and selects for consideration by Council
May 4 Meeting	
May	Council approves selection of artist and type of artwork
May	Negotiate agreement with artist and submit for Council approval Meetings with architects/building contractors to adjust electrical/media/other technology Cesar submits Loan Program Guidelines and Solicitation Plan to staff

June Meeting	Board finalizes Draft Master Plan Board approves Loan Program Guidelines and Solicitation Plan
June	Council approves Art Master Plan Council approves Loan Program Guidelines and Solicitation Plan
July-September	Oversee fabrication and development of Artwork
October-November	Install artwork Dedicate artwork



**VILLAGE OF KEY BISCAYNE  
NOTICE OF PUBLIC MEETING REGARDING THE  
ART IN PUBLIC PLACES BOARD**

PUBLIC NOTICE IS HEREBY GIVEN THAT THE ART IN PUBLIC PLACES BOARD WILL HOLD A PUBLIC MEETING ON JANUARY 15, 2004, 4:00 P.M., IN THE BUILDING, ZONING, AND PLANNING DEPARTMENT CONFERENCE ROOM OF VILLAGE HALL (SECOND FLOOR), 88 W. MCINTYRE STREET KEY BISCAYNE, FL 33149. THE PURPOSE OF THE PUBLIC MEETING IS TO DISCUSS ART IN PUBLIC PLACES PROJECTS. INTERESTED PARTIES ARE INVITED TO APPEAR AND BE HEARD OR SUBMIT WRITTEN COMMENTS TO THE BUILDING, ZONING, AND PLANNING DIRECTOR TO THE BUILDING, ZONING, AND PLANNING DIRECTOR AT 88 W. MCINTYRE STREET, KEY BISCAYNE, FL 33149. IF YOU HAVE ANY QUESTIONS WITH RESPECT TO THIS MATTER PLEASE CALL 305 365 8908.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS WHO ARE DISABLED AND WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS PROCEEDING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE VILLAGE CLERK, 88 WEST MCINTYRE STREET, KEY BISCAYNE, FLORIDA 33149, TELEPHONE NUMBER (305) 365-5511, NOT LATER THAN TWO BUSINESS DAYS PRIOR TO SUCH PROCEEDINGS.

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT A MEETING OR HEARING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED (F.S.286.0105).

COMMENTS OF ANY INTERESTED PARTY RELATIVE TO THIS MATTER MAY BE SUBMITTED IN WRITING AND OR PRESENTED IN PERSON AT THE PUBLIC MEETING.

NOTICE IS HEREBY GIVEN THAT ONE OR MORE MEMBERS OF THE VILLAGE COUNCIL MAY BE ATTENDING THIS MEETING.

IF YOU HAVE ANY QUESTIONS WITH RESPECT TO THIS MATTER PLEASE CALL 305 365 8908.

*Posted in the Village Hall January 8, 2004*

## ART IN PUBLIC PLACES BOARD MEETING ATTENDANCE\*

[illegible]

P = Present

A = Absent

R = Resigned



**VILLAGE OF KEY BISCAYNE  
NOTICE OF PUBLIC MEETING REGARDING THE  
ART IN PUBLIC PLACES BOARD**

PUBLIC NOTICE IS HEREBY GIVEN THAT THE ART IN PUBLIC PLACES BOARD WILL HOLD A PUBLIC MEETING ON JANUARY 15, 2004, 4:00 P.M., IN THE BUILDING, ZONING, AND PLANNING DEPARTMENT CONFERENCE ROOM OF VILLAGE HALL (SECOND FLOOR), 88 W. MCINTYRE STREET KEY BISCAYNE, FL 33149. THE PURPOSE OF THE PUBLIC MEETING IS TO DISCUSS ART IN PUBLIC PLACES PROJECTS. INTERESTED PARTIES ARE INVITED TO APPEAR AND BE HEARD OR SUBMIT WRITTEN COMMENTS TO THE BUILDING, ZONING, AND PLANNING DIRECTOR TO THE BUILDING, ZONING, AND PLANNING DIRECTOR AT 88 W. MCINTYRE STREET, KEY BISCAYNE, FL 33149. IF YOU HAVE ANY QUESTIONS WITH RESPECT TO THIS MATTER PLEASE CALL 305 365 8908.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS WHO ARE DISABLED AND WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS PROCEEDING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE VILLAGE CLERK, 88 WEST MCINTYRE STREET, KEY BISCAYNE, FLORIDA 33149, TELEPHONE NUMBER (305) 365-5511, NOT LATER THAN TWO BUSINESS DAYS PRIOR TO SUCH PROCEEDINGS.

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT A MEETING OR HEARING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED (F.S.286.0105).

COMMENTS OF ANY INTERESTED PARTY RELATIVE TO THIS MATTER MAY BE SUBMITTED IN WRITING AND OR PRESENTED IN PERSON AT THE PUBLIC MEETING.

NOTICE IS HEREBY GIVEN THAT ONE OR MORE MEMBERS OF THE VILLAGE COUNCIL MAY BE ATTENDING THIS MEETING.

IF YOU HAVE ANY QUESTIONS WITH RESPECT TO THIS MATTER PLEASE CALL 305 365 8908.

*Posted in the Village Hall January 8, 2004*



Subj: **Next Meeting of Art in Public Places Board**  
Date: 01/06/2004 3:13:59 PM Eastern Standard Time  
From: VKBBZP  
To: [CAlvarez@KeyBiscayne.fl.gov](mailto:CAlvarez@KeyBiscayne.fl.gov)

January 15, 2004, BZP Conference Room, 4:00 p.m. please in Council package.  
thanks  
Jud

Subj: **Art in Public Places Board Regular Meeting Date**  
Date: 01/06/2004 3:05:57 PM Eastern Standard Time  
From: VKBBZP  
To: [CAlvarez@KeyBiscayne.fl.gov](mailto:CAlvarez@KeyBiscayne.fl.gov)

Hi Conchita, the new regular meeting date for the Art in Public Places Board is the first Tuesday of each month, 9:00 a.m. in the BZP Conference Meeting Room. They will meet again during each month but that is random. I will let you know.

Jud

Subj: **Fwd: Meeting on Thursday**  
Date: 01/13/2004 2:19:34 PM Eastern Standard Time  
From: Maite88  
To: VKBBZP

**Forwarded Message:**

Subj: **Meeting on Thursday**  
Date: 01/13/2004 11:16:28 AM Eastern Standard Time  
From: Maite88  
To: mborroto@hotmail.com, lourdescollett@yahoo.com, veroartgo@yahoo.com, MikeAKahn, Rdelacr, csarnoff@bellsouth.net, odearmas@mdc.edu

Just a reminder there is a meeting scheduled for Thursday January 15th at 4:00 p.m.

Subj: **Re: Art Board Meeting Moved to January 22 4:00 PM**  
Date: 01/15/2004 10:08:38 AM Eastern Standard Time  
From: Rdelacr  
To: VKBBZP

Dear Jud Kurlancheek,

Thank you for your email. As a reminder Rosa is traveling and will not be back until January 26th.

Sincerely,  
Alicia Rodriguez

Subj: **ORGANIZING THE ADDRESSES FOR THE CALL TO ARTISTS -**  
Date: 01/14/2004 6:32:16 PM Eastern Standard Time  
From: [cisor@bellsouth.net](mailto:cisor@bellsouth.net)  
To: [VKBBZP@aol.com](mailto:VKBBZP@aol.com), [Maite88@aol.com](mailto:Maite88@aol.com), [MikeAKahn@aol.com](mailto:MikeAKahn@aol.com), [mborrito@hotmail.com](mailto:mborrito@hotmail.com),  
[lourdescollett@yahoo.com](mailto:lourdescollett@yahoo.com), [veroartgo@yahoo.com](mailto:veroartgo@yahoo.com), [Rdelacr@aol.com](mailto:Rdelacr@aol.com), [csarnoff@bellsouth.net](mailto:csarnoff@bellsouth.net),  
[odearmas@mdc.edu](mailto:odearmas@mdc.edu)

Hi All:

This email is intended to facilitate the task of preparing the lists for the CALL TO ARTISTS, scheduled for the end of the month.

Let's use the categories below to record and transmit email and street addresses to VKB staff to include in the lists for the CALL blast. Create a forward message to Jud with the format below and fill in your information. Double-check everything and send! You have 6 days to do this...

I will copy all on the e-mail I'm sending to Jud with the Internet listings where the CALL will be included.

Your information should reach Jud by next Wednesday (21jan04) so we can make **big progress** on our meeting on the 22nd.

If you have time, check this link for an overview of public art in the USA:  
<http://www.artslynx.org/heal/public.htm>

Have a great week!

César T

---

Please enter email or snail mail addresses in the following categories:

Individual Artists:

Artists' Organizations:

Press/Media contacts:

Museums/Curators:

Galleries:

Other:

Subj: **Re: Art Board Meeting Moved to January 22 4:00 PM**  
Date: 01/14/2004 8:04:59 PM Eastern Standard Time  
From: MikeAKahn  
To: VKBBZP, Maite88, cisor@earthlink.net, mborroto@hotmail.com, lourdescollett@yahoo.com, veroartgo@yahoo.com, Rdelacr, csarnoff@bellsouth.net, odearmas@mdc.edu

I'm sorry but I can't attend the January 22nd meeting because my children from Colombia are going to be here on their way to Australia.

Gloria

Subj: **Re: Art Board Meeting Moved to January 22 4:00 PM**  
Date: 01/21/2004 10:11:58 PM Eastern Standard Time  
From: [lourdescollett@yahoo.com](mailto:lourdescollett@yahoo.com)  
To: [VKBBZP@aol.com](mailto:VKBBZP@aol.com)

Will attend tomorrow at 4:00pm. Lourdes jofre-Collett

**VKBBZP@aol.com** wrote:

At the request of the Chair, after consultation with staff, the Jan 15 meeting is canceled. The next meeting will be on Jan 22 at 4:00 PM in the BZP Conference Room. Please bring the agenda package that was sent last week.

Please bring all the e mail lists to the meeting.

Thank you.

Jud Kurlancheek, Director

---

Do you Yahoo!?

Yahoo! SiteBuilder - Free web site building tool. **Try it!**



## **VILLAGE OF KEY BISCAIYNE NOTICE OF PUBLIC MEETING REGARDING THE ART IN PUBLIC PLACES BOARD**

PUBLIC NOTICE IS HEREBY GIVEN THAT THE ART IN PUBLIC PLACES BOARD WILL HOLD A PUBLIC MEETING ON JANUARY 22, 2004, 4:00 P.M., IN THE BUILDING, ZONING, AND PLANNING DEPARTMENT CONFERENCE ROOM OF VILLAGE HALL (SECOND FLOOR), 88 W. MCINTYRE STREET KEY BISCAIYNE, FL 33149. THE PURPOSE OF THE PUBLIC MEETING IS TO DISCUSS ART IN PUBLIC PLACES PROJECTS. INTERESTED PARTIES ARE INVITED TO APPEAR AND BE HEARD OR SUBMIT WRITTEN COMMENTS TO THE BUILDING, ZONING, AND PLANNING DIRECTOR TO THE BUILDING, ZONING, AND PLANNING DIRECTOR AT 88 W. MCINTYRE STREET, KEY BISCAIYNE, FL 33149. IF YOU HAVE ANY QUESTIONS WITH RESPECT TO THIS MATTER PLEASE CALL 305 365 8908. THE JANUARY 15, 2004 MEETING IS CANCELLED.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS WHO ARE DISABLED AND WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS PROCEEDING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE VILLAGE CLERK, 88 WEST MCINTYRE STREET, KEY BISCAIYNE, FLORIDA 33149, TELEPHONE NUMBER (305) 365-5511, NOT LATER THAN TWO BUSINESS DAYS PRIOR TO SUCH PROCEEDINGS.

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT A MEETING OR HEARING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED (F.S.286.0105).

COMMENTS OF ANY INTERESTED PARTY RELATIVE TO THIS MATTER MAY BE SUBMITTED IN WRITING AND OR PRESENTED IN PERSON AT THE PUBLIC MEETING.

NOTICE IS HEREBY GIVEN THAT ONE OR MORE MEMBERS OF THE VILLAGE COUNCIL MAY BE ATTENDING THIS MEETING.

IF YOU HAVE ANY QUESTIONS WITH RESPECT TO THIS MATTER PLEASE CALL 305 365 8908.

*Posted in the Village Hall January 14, 2004*



Subj: **Art Board Meeting Moved to January 22 4:00 PM**  
Date: 01/14/2004 2:46:05 PM Eastern Standard Time  
From: VKBBZP  
To: VKBBZP, Maite88, cisor@earthlink.net, MikeAKahn, mborroto@hotmail.com,  
lourdescollett@yahoo.com, veroartgo@yahoo.com, Rdelacr, csarnoff@bellsouth.net,  
odearmas@mdc.edu

At the request of the Chair, after consultation with staff, the Jan 15 meeting is canceled. The next meeting will be on Jan 22 at 4:00 PM in the BZP Conference Room. Please bring the agenda package that was sent last week.

Please bring all the e mail lists to the meeting.

Thank you.

Jud Kurlancheek, Director

1/22/01  
A-157  
CRITERIA

## DRAFT - For discussion with VKB Art in Public Places Board:

### Artist Selection Criteria

(These will be evaluated as documented by materials submitted by artists.)

> Artists demonstrate professional practice and accomplishment through their work, and, if applicable, in the field of public art.

> Excellence in artists' vision and working practice embodies enduring artistic and cultural qualities.

> Artists have experience in comparable projects or have demonstrated professional competence to undertake a site installation that involves collaboration with various professionals.

> Artists are skillful in traditional, mechanical or digital/electronic media as demonstrated by the slides.

Bold

In considering potential artworks, Board must take into account:

> Artworks must reflect the cultural and ethnic diversity of the Village without deviation from a standard of excellence.

> Artworks must be appropriate for site.

> Construction, permanence and maintenance of artwork must be addressed with appropriate Village staff and/or consultants, if needed.

Compliance

> Likelihood that artist will complete work within the available budget in a timely manner.

The artists will address the issues of const, perm & long-term maintenance of artwork w/ the app Village staff +/or consultants.

**VILLAGE OF KEY BISCAYNE ART IN PUBLIC PLACES BOARD  
CALENDAR**

pending	Committee members to provide addresses of contacts to receive CALL TO ARTISTS >respond via email or bring lists to meeting
Thursday Jan. 22 meeting	Committee members review and revise: >Change of CALL deadline to May 21 >Approve print CALL >Review received email lists >Review web CALL
Jan. 28	CT reviews final web page; submits artists lists Staff arranges to place ads and listings in mid-February
Tuesday Feb. 3 meeting	Review pending addresses for CALL Staff briefs committee about ads and listings placement
TBA	If needed, committee meets to follow up on disseminating CALL
Mid-February	Staff organizes and effects email blast with CALL
Tuesday Mar. 3 meeting	Committee reviews DRAFT of Master Plan
Tuesday Apr. 6 meeting	Committee reviews expanded Master Plan, including artwork Loan and Gifts Procedures
TBA May 4 meeting	Review revised Master Plan and Loan Program Guidelines and Solicitation Plan
Friday May 21 deadline	Deadline for artists' submissions

**Tuesday  
Jun 1 meeting**

**Review final text of Master Plan and  
Procedures  
>Forward to Council for review and adoption  
>Consider number of applicants and agree on  
schedule to begin artists' review ASAP**

**June  
Dates TBA**

**Review slides and materials received**

**Tuesday  
Jul 6 meeting**

**Agree on artist(s) to be recommended to  
Village Council**

**TBA**

**Meetings to follow up on artist's contract**

**July**

**Meetings with architects/building contractors to  
adjust electrical/media/other technology**

**TBA**

**Other committee meetings, as needed  
Review progress of fabrication of work**

**TBA**

**Installation of work**

**TBA**

**Dedication of artwork**

**Subject: Sites to post Call to Artists link - Classifieds and Ads**

**Date:** Tuesday, January 20, 2004 1:40 PM

**From:** cesar trasobares <csor@bellsouth.net>

**To:** Jud Kurlanchek <vkbbzp@aol.com>, Marilyn Borroto <mborroto@hotmail.com>

In preparation for the meeting on Thursday, I'm submitting the primary list for advertisements and calendars. The following sites will give the CALL TO ARTISTS a great deal of visibility.

The standard text of the listings or ads would be:

**VILLAGE OF KEY BISCAYNE  
CALL TO ARTISTS FOR CIVIC CENTER SITE WORK  
>>web address<<**

Other versions would be produced according to each listing's format.

The Press Release (to be produced) would accompany listings for further information. The cost of the ads will be charged to the Civic Center budget. (approx \$1,000.00)

1. The official site of the **State of Florida Division of Cultural Affairs** will list the VKB CALL as a public service:  
<http://florida-arts.org/jobs/individual.htm>

2. The principal regional cultural site is the **Southern Arts Federation**:  
<http://www.artsopportunities.org/>  
Organizations get free listings and VKB would need to apply.

3. Another important site is managed by **Arts Management Resources**:  
<http://www.artsnet.org/publicart/>

4. The **miamiartexchange** has a free classified ads section:  
<http://www.miamiartexchange.com/pages/classifieds.html>

5. A national site lists opportunities specifically in Art in Public Places:  
<http://artdeadline.com>  
This site is by subscription and VKB would need to join.

6. We have confirmed a Press Release and a mention in the Newsletter of **Art Nexus**, at a special non-profit rate of \$300.00. (This is the primary gateway to artists in Central and South America.)  
Contact is Mauricio, 305 898 2438, [msaez@artnexus.com](mailto:msaez@artnexus.com). (César has confirmed with Mauricio after Rosa arranged special rate.) This promotion should be planned for the middle of February.

7. There should also be an ad in one of the most visited sites by arts writers, journalists and artists, **ArtsJournal Classified**, \$180.00 for 2 weeks:  
<http://www.artsjournal.com/classifieds/>

Beyond these listings, committee members are researching format and cost of ads for **Art in America**, **Village Voice** and others. We should also get free listings in **The Islander News**, **La Isla**, **Neighbors**, **Street** and **Miami New Times**.

Marilyn and Jud,

All of this has to be researched and activated by staff. We will have the Press Release ready after the meeting on Thursday based on the revised CALL text. I'm hoping we'll have a web page DRAFT to show on Thursday.  
I think we should definitely push the submittal deadline to the end of May to allow sufficient time for the information to circulate and get the best possible pool of applicants. Attached is the suggested updated schedule.

CT



## **ART IN PUBLIC PLACES BOARD**

**TUESDAY, JANUARY 6 9:00 A.M**

**BUILDING, ZONING, AND PLANNING DEPARTMENT  
CONFERENCE ROOM, 2ND FLOOR ROOM 250**

1. Attendance
2. Approval of Minutes: December 17, 2003
3. Regular Meeting Date
4. Art Festival January 24-25 and Encore Presentation of Village Lights
  - a. Funding
  - b. Staffing
5. Community Center Art in Public Places Program
  - a. Call to Artist Flyer - enclosed
  - b. Webpage Link
  - c. Newspaper advertisements
  - d. Mailing Lists
    1. Gallery Lists
    2. Special Invitation Lists
    3. County List
  - e. Review Schedule
6. Public comment.
7. Next Meeting Date: 9:00 a.m.
  - a. Agenda Items Recommended by Committee
8. Adjournment



**Village of Key Biscayne  
Art in Public Places Board  
December 17, 2003  
9:00 A.M.**

**Members Present:** Marilyn Borroto, Veronica Scharf Garcia, Gloria Kahn, Rosa de la Cruz, Lourdes Joffre Collett, Oscar de Armas, and Conchita Sarnoff

**Staff Present:** Maite Miyares

**Consultant:** Cesar Trasobares

**Public:** None

1. Approval of Minutes  
Minutes for the November 26, 2003 meeting were approved.
2. Assessment of Art Basel Project "Village Lights" – Progress Report
  - Slide presentation will be placed on web site
  - Archives will be created by Veronica Scharf
  - Lourdes Joffre Collett will coordinate with Joan Gill Blank to write an introduction to for the slide presentation.
  - Committee would like to pay Joan Gill Blank \$500 to write this intro. – Staff has been instructed to come back with information on the possibility of obtaining funds for this project.
  - Chairwoman Marilyn Borroto will write Thank You letters to all those who assisted with the project.
3. Community Center- Art in Public Places Program
  - Committee would like to place the call to artists in one Los Angeles paper, The Observer and The Village Voice.
  - Committee will review the call to artist flyer and bring recommendations and corrections to the next meeting.
4. January Meetings  
The January meetings are scheduled for Tuesday, January 6 2003 and Thursday, January 15, 2003 at 9:00 a.m.
5. Adjournment 10:35 a.m.



**2004  
PUBLIC ART WORK PROGRAM  
AND  
IMPLEMENTATION SCHEDULE**

Meeting Date and Task Dates	TASKS
Jan 6 Meeting <i>Ans</i> <i>7-AP 15</i>	Review and finalize material Committee members give staff e mail lists, galleries, and artist lists Cesar obtains artists lists, County list, and gives to staff
Jan 28	Cesar approves Website Links
Feb 2	Staff issues Call to Artists and blast e mails
Feb 3 Meeting	
Feb 18	Cesar submits outline for Master Plan for Committee review and approval
Mar 1	Deadline for artists submissions
Mar 2 Meeting	Board starts evaluating artists submissions Board reviews first draft of Master Plan
Mar 23	Board completes short list and requests models and detailed description of artwork
April 6 Meeting	
April 22	Artists submit models and description of artwork to Staff
April 29	Board interviews short list and selects for consideration by Council
May 4 Meeting	
May	Council approves selection of artist and type of artwork
May	Negotiate agreement with artist and submit for Council approval Meetings with architects/building contractors to adjust electrical/media/other technology Cesar submits Loan Program Guidelines and Solicitation Plan to staff



June Meeting	Board finalizes Draft Master Plan Board approves Loan Program Guidelines and Solicitation Plan
June	Council approves Art Master Plan Council approves Loan Program Guidelines and Solicitation Plan
July-September	Oversee fabrication and development of Artwork
October-November	Install artwork Dedicate artwork

**Subj: Village Lights at Key Biscayne's upcoming Art Festival**  
**Date:** 12/25/2003 1:08:53 PM Eastern Standard Time  
**From:** [mboroto@hotmail.com](mailto:mboroto@hotmail.com)  
**To:** [csarnoff@bellsouth.net](mailto:csarnoff@bellsouth.net), [lourdescollett@yahoo.com](mailto:lourdescollett@yahoo.com), [Maite88@aol.com](mailto:Maite88@aol.com), [mboroto@hotmail.com](mailto:mboroto@hotmail.com),  
[mikeakahn@aol.com](mailto:mikeakahn@aol.com), [odearmas@mdcc.edu](mailto:odearmas@mdcc.edu), [rdelacr@aol.com](mailto:rdelacr@aol.com), [veroartgo@yahoo.com](mailto:veroartgo@yahoo.com),  
[VKBBZP@aol.com](mailto:VKBBZP@aol.com)

Due to the many requests to show the Village Lights installation again, I took the liberty to ask Cesar if it would be possible to do it during the upcoming Art Festival on January 24 & 25. I think it would be a great opportunity to give our committee more visibility and a good-neighbor effect by connecting with the existing Art Festival and the Rotary Club of Key Biscayne, who generously cooperated with us the day of our presentation.

My intentions were to do it at the lowest cost possible; the presentation is now ours and we could use borrowed equipment; therefore, we would only have to pay for a technician to be there the two days of the festival, which as you all know, is during day light. We could also make a schedule so that one of us would be there at all times to greet the passers by.

I was thinking more of a museum-like installation: three monitors inside a dark tent with a few chairs and the advertising would be through our newspapers at no cost to us. I understand that a larger screen would make a bigger impact, but we already spent money to do that and I see no need to spend more on the same.

However, since we all know Cesar is a perfectionist, this was his reply. what do you think?

To Cesar: what do you mean Joan controls the third presentation? aren't we suppose to own the whole presentation, saved in our archives, for us to show it anytime we want?

>From: cesar trasobares <[cisor@bellsouth.net](mailto:cisor@bellsouth.net)>  
 >To: Marilyn Borroto <[mboroto@hotmail.com](mailto:mboroto@hotmail.com)>  
 >Subject: Staging of Village Lights for Art Festival Logistics  
 >Date: Tue, 23 Dec 2003 16:06:17 -0500  
 >  
 >  
 >It would be great to continue to give visibility to the APP Board's Village  
 >Lights presentation. It connects the art in public places initiative and  
 >the  
 >committee with good feelings and community pride.  
 >  
 >Technically, all three presentations exist on discs as Power Point files.  
 >In  
 >order to activate these, each presentation has to be powered by its own  
 >computer which would drive a dedicated projector or monitor. So, in terms  
 >of equipment, the minimum would be 3 portable computers with Power Point  
 >installed, 3 Projectors or Monitors (big plasma screens would be divine),

>and all of the cable connectors and adaptors. It's essential that an  
>experienced operator set up the equipment, run the presentations and deal  
>with any problems.

>

>I have started checking the costs of staging the presentation using  
>monitors

>in a setting that would work in the daytime. If we had a controlled  
>environment with electrical power, a dark space could be created with black  
>curtains and the equipment would be stable and the power source would be  
>reliable. To stage the presentation inside a tent, in a street setting,  
>having to provide our own power, is a lot more challenging.

>

>I think it might be best to re-stage the event at the Fire House as an  
>evening treat and a part of the art fair. Professionals would be brought in  
>to install and run the show. That would cost around \$4,000 if the same  
>companies were available. Plus, the budget would have to provide for a  
>printed postcard announcement and other staging expenses. So it would be a  
>5K project to do it well.

>

>I think that the power of VILLAGE LIGHTS is in the monumental scale of the  
>images and the community gathering at the Civic Center to connect with its  
>history. Having the same images on monitors, even if we could get large  
>screens, will not have the same emotional impact.

>

>The two presentations owned by the APP Board are available; we would need  
>to  
>work with Joan for the presentation of the images she controls in the third  
>presentation.

>

>It's a really exciting idea, but we must be clear that this is a highly  
>technical visual presentation that it has to be done right to keep the  
>integrity of the artwork.

>

>

>

---

Enjoy a special introductory offer for dial-up Internet access — limited  
time only! <http://join.msn.com/?page=dept/dialup>

Subj: **Re: Village Lights at Key Biscayne's upcoming Art Festival**  
Date: 12/26/2003 9:06:07 AM Eastern Standard Time  
From: VKBBZP  
To: mboroto@hotmail.com

Hi Marilyn, I think encore presentation is great. Unfortunately, we have no funding source. I will place this item on your Jan 6 agenda and include the emails to everyone.

Thanks  
Jud



**VILLAGE OF KEY BISCAYNE  
NOTICE OF PUBLIC MEETING REGARDING THE  
ART IN PUBLIC PLACES BOARD**

PUBLIC NOTICE IS HEREBY GIVEN THAT THE ART IN PUBLIC PLACES BOARD WILL HOLD A PUBLIC MEETING ON JANUARY 6, 2004, 9:00 A.M., IN THE BUILDING, ZONING, AND PLANNING DEPARTMENT CONFERENCE ROOM OF VILLAGE HALL (SECOND FLOOR), 88 W. MCINTYRE STREET KEY BISCAYNE, FL 33149. THE PURPOSE OF THE PUBLIC MEETING IS TO DISCUSS ART IN PUBLIC PLACES PROJECTS. INTERESTED PARTIES ARE INVITED TO APPEAR AND BE HEARD OR SUBMIT WRITTEN COMMENTS TO THE BUILDING, ZONING, AND PLANNING DIRECTOR TO THE BUILDING, ZONING, AND PLANNING DIRECTOR AT 88 W. MCINTYRE STREET, KEY BISCAYNE, FL 33149. IF YOU HAVE ANY QUESTIONS WITH RESPECT TO THIS MATTER PLEASE CALL 305 365 8908.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, ALL PERSONS WHO ARE DISABLED AND WHO NEED SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS PROCEEDING BECAUSE OF THAT DISABILITY SHOULD CONTACT THE OFFICE OF THE VILLAGE CLERK, 88 WEST MCINTYRE STREET, KEY BISCAYNE, FLORIDA 33149, TELEPHONE NUMBER (305) 365-5511, NOT LATER THAN TWO BUSINESS DAYS PRIOR TO SUCH PROCEEDINGS.

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT A MEETING OR HEARING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED (F.S.286.0105).

COMMENTS OF ANY INTERESTED PARTY RELATIVE TO THIS MATTER MAY BE SUBMITTED IN WRITING AND OR PRESENTED IN PERSON AT THE PUBLIC MEETING.

NOTICE IS HEREBY GIVEN THAT ONE OR MORE MEMBERS OF THE VILLAGE COUNCIL MAY BE ATTENDING THIS MEETING.

IF YOU HAVE ANY QUESTIONS WITH RESPECT TO THIS MATTER PLEASE CALL 305 365 8908.

*Posted in the Village Hall December 29, 2003*

Subj: **Fwd: Village Lights at Key Biscayne's upcoming Art Festival**  
Date: 12/27/2003 1:58:10 AM Eastern Standard Time  
From: Rdelacr  
To: VKBBZP

---

Forwarded Message:

Subj: **Re: Village Lights at Key Biscayne's upcoming Art Festival**  
Date: 12/27/2003 1:53:33 AM Eastern Standard Time  
From: Rdelacr  
To: mboroto@hotmail.com

I agree with Cesar. I am also a perfectionist and thus have serious doubts about this type of presentation. I do not think we should make a cheap or second class exhibition. This work was meant to be shown in a monumental scale and the monitors would take away all the *magic* from it. We must remember that this exhibition was an Art in Public Places presentation and if it's to be shown again, it should be projected and not shown like a minor indoor museum installation. I believe that we should respect the integrity of the work. Rosa

Subj: **Re: Village Lights at Key Biscayne's upcoming Art Festival**  
Date: 12/27/2003 1:24:30 PM Eastern Standard Time  
From: MikeAKahn  
To: mborroto@hotmail.com, csarnoff@bellsouth.net, lourdescollett@yahoo.com, Maite88,  
odearmas@mdcc.edu, Rdelacr, veroartgo@yahoo.com, VKBBZP

Dear Marilyn:

Thank you for thinking so much about the artistic life of Key Biscayne We have a wonderful Chairperson serving our committee.

I agree with the e-mails of Cesar and Rosa.

We have to give a lot of more consideration in developing your new project,

Feliz Ano!!

Gloria

Subj: **minutes**  
Date: 12/23/2003 11:32:15 AM Eastern Standard Time  
From: Maite88  
To: VKBBZP

They would like to discuss : call to artist flyer, call to artist in newspapers, \$, call to artist on website...



Subj: **Re: WEB PAGE CALL TO ARTISTS CIVIC CENTER ART**  
Date: 12/23/2003 10:03:05 AM Eastern Standard Time  
From: VKBBZP  
To: [csor@bellsouth.net](mailto:csor@bellsouth.net)

Hi Cesar, please call Mike Fleming directly to work on the webpage. 786 255 3013. Also send the items you want on the agenda for the next meeting.

Jud

Subj: **Art in Public Places Board meeting on Wednesday**  
Date: 12/08/2003 9:19:25 AM Eastern Standard Time  
From: [cisor@bellsouth.net](mailto:cisor@bellsouth.net)  
To: [vkbbzp@aol.com](mailto:vkbbzp@aol.com)

Good Morning Jud:

It would be great to review the web page CALL TO ARTISTS for the Civic Center. Also, could you have some copies of the printed CALL? We need to start moving these ASAP.

I guess we'll also need a little time to talk about our Village Lights event. I've received a lot of very positive feedback.

See you Wednesday,

César T.

Subj: **WEB PAGE CALL TO ARTISTS CIVIC CENTER ART**  
Date: 12/17/2003 5:08:43 PM Eastern Standard Time  
From: [cisor@bellsouth.net](mailto:cisor@bellsouth.net)  
To: [vkbbzp@aol.com](mailto:vkbbzp@aol.com), [mflaming@keybiscayne.fl.gov](mailto:mflaming@keybiscayne.fl.gov), [Maite88@aol.com](mailto:Maite88@aol.com)

In today's APP meeting it became very clear that we need to complete the web page for the CALL immediately. The existing button announces an event that took place; the content is not clear in the context of a CALL... I realize this was a temporary posting, and we can refine it with images of the event, which I will provide.

It's crucial that we have the content of this link updated because a lot of the outreach for artists now depends on this being functional. This link will be used for the listings as well as the ads that the committee would like to place.

I am available to work on the update with Mr. Fleming and/or Maite immediately. I think we should develop the page offline until it's been reviewed and approved by the APP Board. Please send me a secure link to the unpublished page, so we can tackle all details and texts and finalize it ASAP for committee review. I now this could be done —with a push and some effort— since we have the bulk of the texts, the pdf of the site, and the few additional texts and images I will provide as we work.

In addition to the approved text of the CALL TO ARTISTS, the web page will include:

>Information with photos about VILLAGE LIGHTS (at the request of the committee)

>link to Civic Center page

>reference box with a text I will provide (including Chamber of Commerce contact, Joan's book as historical background, others)

Let's try to connect to complete this page; I have time now to help in producing it. We can't wait until mid-January to have this important link ready: it is an exciting and important cultural project!

Thanks.

These are low res images of VILLAGE LIGHTS; have others for use in page:

